

Amber Wright

From: Dorothy Wallis <dwallis@ctlm.org>
Sent: Wednesday, February 21, 2018 4:09 PM
To: Jeanine M. LeBlanc
Cc: Dorothy Wallis
Subject: RE: 2000224936 CtL January 2018 invoice info needed
Attachments: January 2017 Travel Form for Monique.pdf

Jeanine,

Thank you for bring this to my attention. Per your request I have signed the travel authorization form to authorize payment for Jashonda Adams.

Thank you again,

Dorothy Wallis

From: Jeanine M. LeBlanc [mailto:Jeanine.LeBlanc.DCFS@LA.GOV]
Sent: Wednesday, February 21, 2018 1:41 PM
To: Dorothy Wallis <dwallis@ctlm.org>
Subject: 2000224936 CtL January 2018 invoice info needed

Ms. Wallace,

Please see the attached travel form. In order to reimburse travel, the form must also be signed by Ms. Jashonda Adams' immediate supervisor.

Please email me the signed form by Friday, February 23, 2018,

Thank you.

Jeanine LeBlanc

Jeanine LeBlanc
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